

83-4932

9 November 1983

MEMORANDUM FOR: Executive Director

THROUGH: Administrative Officer, DCI

FROM: Director, Equal Employment Opportunity

SUBJECT: Request for Approval to Incur Expenses [redacted]

1. Approval is requested to incur expenses allowed [redacted]

2. I believe the expenditure of appropriate funds is authorized [redacted] for the costs for (reception, meals, coffee, other [redacted]) on 30 November 1983 for the purpose of approx. 60 potential 1984 Summer Fellows at the Key Bridge Marriot. A list of the Fellows are attached.

3. Designated officials and persons present including their grade, title, and organizational affiliation will be:

[redacted] Director, Equal Employment Opportunity, GS-14
 Deputy Director, Equal Employment Opportunity, GS-13
 DCI/EEO Officer, GS-13
 DS&T/EEO Officer, GS-13
 DI/EEO Officer, GS-12
 DO/EEO Officer, GS-12
 EEO Assistant, GS-7
 EEO Assistant, GS-7
 , EEO Assistant, GS-7
 EEO Assistant, GS-7
 EEO Assistant, GS-6

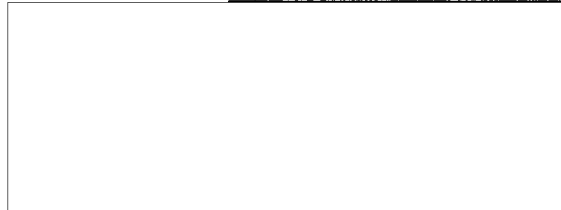
4. Other U.S. Government employees present including their grade, title, and organizational affiliation will be:

5. Other persons present including title and organizational affiliation will be:


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6. I certify that the attendance of the individuals listed in paragraphs 4 and 5 is considered essential to the conduct of official government business and, further, that the function will facilitate the accomplishment of the DCI's duties and responsibilities.

7. The estimated cost of this function is \$600.00



APPROVED:


Deputy Director for Administration

21 NOV 1983

I certify the availability of funds in the amount indicated in paragraph 7.

Budget and Fiscal Officer, DCI

APPROVED:

Executive Director

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